DOCUMENT RESUME

ED 044 143 LI 002 179

AUTHOR	Casey, Genevieve M.
TITLE	The Indiana State Library, A Preliminary Study.
INSTITUTION	Indiana Univ., Bloomington. Graduate Library School.
SPONS AGENCY	Indiana State Library, Indianapolis.
PUB DATE	70
NOTE	31p.; Indiana Library Studies Report 15
EDRS PRICE	EDRS Price MF-$0.25 HC-$1.65
DESCRIPTORS	*Evaluation, *Librarians, Library Planning, Personnel Needs, *Professional Personnel, *Salaries, *State Libraries
IDENTIFIERS	*Indiana, Indiana Library Studies

ABSTRACT

The scope of this study is: (1) an evaluation of the professional salaries of the State Library, in comparison with salaries in other libraries in Indiana and other state libraries; (2) an evaluation of professional personnel needs at the State Library; (3) an investigation of the feasibility of creating now a major division within the State Library to serve state government and (4) recommendations for further study. The basic assumption of this study is that Indiana needs, and will continue to need, a strong state library capable of offering dependable and creative information services. Recommendations resulting from this study include: (1) professional staff salaries to be raised by $1,500.00 per year, (2) heads of major reference departments be reclassified to the Librarian IV position, (3) the adequacy of the supporting staff be studied, (4) consider restructuring the State Library to strengthen its services, and (5) strengthen the professional staff by adding the following positions: one Librarian IV to direct service to state government; one librarian V to coordinate the Indiana Resource Center and the teletype interlcan network linking resource libraries of the state; and one Librarian III to engage in research and planning for the whole library. (NH)

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Report Number Fifteen

of the

Indiana Library Studies

Peter Hiatt
Director and General Editor

THE INDIANA STATE LIBRARY, A PRELIMINARY STUDY

by

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Prepared May, 1968

LT 002179

Bloomington, Indiana

1970

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Senator C. Alan Helms, Chairman
Library Needs and Resources Study Committee
State Capitol
Indianapolis, Indiana

Dear Senator Helms:

At the request of Dr. Peter Hiatt, I provide you and your committee with the report on my preliminary study of the Indiana State Library.

I express my appreciation to Dr. Hiatt, Mr. Robert Cambridge, Research Analyst of the Legislative Council, Mr. Paul White, Classification Supervisor, Indiana State Personnel Division, and especially to Miss Marcelle Foote and her staff at the Indiana State Library who could not have been more cooperative.

Sincerely,

/s/ Genevieve M. Casey

Genevieve M. Casey
Associate Professor
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May 1968

INTRODUCTION

The following preliminary survey of the Indiana State Library was undertaken at the request of Dr. Peter Hiatt, project director of the Indiana Library Studies. The present study is to be considered as the first phase of a comprehensive survey of the external and internal operations of the Indiana State Library as they impinge upon the library needs of Indiana citizens, organizations, government and business. The scope of the present study is: 1) an evaluation of the professional salaries of the State Library, in comparison with salaries in other libraries in Indiana and other state libraries; 2) an evaluation of professional personnel needs at the State Library; 3) an investigation of the feasibility of creating now a major division within the State Library to serve state government; 4) recommendations for further study.

The study is based on the assumption that Indiana needs, and will continue to need, a strong state library, capable of offering dependable, creative information services to state government, leadership in the improvement of public libraries and coordination of all types of libraries in the State, and that the State will continue to depend on the specialized resources in the library collection.

It was urgent that this phase of the State Library study be completed in the spring of 1968 to provide data for the Indiana Legislative Committee to Study Library Needs and Resources, chaired by Senator Alan Helms.

METHOD

The following recommendations are based upon: 1) job descriptions prepared by all professional staff of the library; 2) interviews with the State Librarian and other key State Library staff, with Dr. Hiatt; Mr. Robert Cambridge, Research Analyst of the Indiana Legislative Council; Mr. Paul White, Classification Supervisor, Indiana State Personnel Division; Mr. Hugh Hawkins, Director of the Historical Commission; and Mr. Lyman Ayres, President of the Library and Historical Board; 3) an analysis of comparable salaries in other state libraries and other Indiana libraries; 4) a conference with Mr. James Hunt, State Librarian of Hawaii, who has recently participated in a comprehensive study of the State Library System in Hawaii. The scope of the preliminary study does not include a survey of non-professional staff.

PRESENT PROFESSIONAL PERSONNEL STRUCTURE

A recent Manning Table for the Indiana State Library records 29 professional positions of which 8, approximately 27%, are currently vacant. In addition, the library has 11 Librarian I positions (a para-professional grade requiring a B.A. degree and some library credits) and 44 other non-professional positions. The total number of authorized positions in the library is 84, of which 17, or 21%, were vacant on February 6, 1968. It has been estimated that the average vacancy rate in libraries of all types is 10.3%; state libraries which are rapidly expanding as a result of library development on the state and federal level have a vacancy rate of 16%. The Indiana State Library's vacancy rate of 21% overall, and 27% in the professional staff, indicates a serious problem.

All professional positions at the State Library require a Master's degree from an accredited library school and varying lengths and kinds of experience. Requirements and salary ranges are as follows:

Librarian II (M.L.S., 2 years experience)	$ 7,200 - 9,000
Librarian III (M.L.S., 5 years experience or 3 years including 1 of supervision)	8,280 - 10,320
Librarian IV (M.L.S., 8 years experience including 3 of supervision or administration)	9,000 - 11,280
Librarian V (M.L.S., 8 years of supervision or administration experience)	9,840 - 13,300
State Librarian	13,000

With the exception of the State Librarian's, all of these salaries have been upgraded within the last few months to the above levels.

There are 14 Librarian II positions, of which three are vacant. These librarians direct the Library for the Blind and Physically Handicapped and act as catalogers, positions which require a high order of professional skill; as reference librarians serving state officials, scholars, and other libraries; and as archivists.

The 11 authorized Librarian III positions are for field consultants, responsible for the development and coordination of libraries thoughout the State, and for the library's supervisory staff -- the heads of Reference, Genealogy, Indiana, Catalog and Acquisition Divisions. Of the 5 field consultant positions 3 or 60% are now vacant. Shortages are also critical in the Catalog Division, where of the 5 authorized professional positions 3, including the head of the division, are now vacant. One can only assume that materials needed for the state are not available because they cannot be organized and processed.

The high vacancy rates of the library are even more alarming when one notes that of the 21 professional positions currently filled, 7, or 1/3, are filled by people who have worked at the State Library over 20 years, 4 of them over 30 years.

Although professional salaries were raised within the last few months, Indiana State Library salaries are still not competitive with other professional library salaries in Indiana and the nation, and not reflective of the high order of scholarship and leadership required by all state libraries.

The average beginning salary for a librarian with a Master's degree and no experience received by graduates of the Indiana University Graduate Library School in June and September of 1967 was $7,224. Salaries for beginning librarians at Indiana academic libraries reported in April, 1968 averaged $7,425 - 7,912. Beginning salaries in midwest state libraries averaged $7,144 - 8,522. Almost all libraries hire people at their second or third step. Almost all libraries anticipate an increase of about 5% in July, 1968. All libraries which require 12 months of service are facing serious competition from the school libraries, which frequently can offer as much or more money for 9 months of work.

The Librarian II position at the Indiana State Library, which requires 2 years of experience in addition to the Master's degree, presently begins at $7,200. In order to attract the superior graduates which a state library, more than any other type of library, needs, a new Librarian I category should be established, with a salary range of approximately $7,780 - 8,260.

Library consultants require leadership, imagination, professional experience, and willingness to travel. With the emergence of area-wide regional systems and the expansion of federal programs, there is an increasing shortage of librarians to fill these positions. A table follows comparing consultant salaries in Indiana with those in neighboring states and with the outstanding state libraries in the east and far west which attract librarians.

SALARY RANGES FOR STATE LIBRARY CONSULTANTS*

STATE	GENERAL CONSULTANT	EXTENSION DEPARTMENT HEAD
California	$ 11,400 - 13,680	
New York	10,220 - 18,560	
Ohio	9,984 - 14,040	$ 14,352 - 19,240
Wisconsin	9,960 - 15,456	
Pennsylvania	9,454 - 14,657	12,075 - 16,170
Illinois	9,420 - 14,300	10,980 - 15,300
Minnesota	8,664 - 12,236	9,724 - 13,872
Kentucky	8,520 - 10,344	
Missouri	8,500 - 10,000	
Indiana	8,280 - 10,320	9,000 - 11,280

*Arranged in descending order of starting salary.

Even with the recent salary adjustments, Indiana consultant salaries are the lowest among the surrounding states. When the salaries increase in the new fiscal year, as they certainly will, Indiana will be even less competitive. Under these circumstances, Indiana's 60% vacancy rate is not surprising.

To make salaries in the Indiana State Library reasonably competitive, all professional staff should be raised $1500. A new category of Librarian I (a beginning librarian with a Master's degree and no experience) should be added in the approximate range of $7,780 - 8,260. The new salary scale would then be as follows:

Librarian I (M.L.S., no experience)	$ 7,780 - 8,260
Librarian II (M.L.S., 2 years experience)	8,700 - 10,500
Librarian III (M.L.S., 5 years experience)	9,780 - 11,820
Librarian IV (M.L.S., 8 years experience or 3 administrative)	10,500 - 12,780
Librarian V (M.L.S., 8 years supervisory experience)	11,340 - 14,800
State Librarian	15,500*

*Minimum salary; see appendix for other State Librarian salaries.

In addition to the low level of present professional salaries, there is evidence in the job descriptions of inequities within the classification. The heads of the major subject departments, Reference and Indiana, are on the same level as the Acquisitions librarian and field consultants in Extension and Indiana, although the heads of these departments require more experience and have more supervisory responsibility. It is recommended that the heads of these two major departments be reclassified from Librarian III to Librarian IV. This would place them on the same level as the State Archivist and the Head of Extension.

Furthermore, there is some evidence in the job descriptions that professional personnel are not always utilized to best advantage. For example:

Assistant Director -- Librarian V

Majority of duties consists of supervising budget, personnel, building maintenance, etc., which are administrative rather than professional.

Librarian for the Blind and Physically Handicapped -- Librarian II

Librarian reports 5% of time spent selecting books, 10% planning and supervising, 10% attending meetings. It would appear that much of the remaining 75% of duties might be taken care of by a good quality clerk.

Catalog Librarian -- Librarian II

Librarian reports filing catalog cards, ordering and handling Library of Congress cards as part of duties. Many libraries use clerical staff for these duties.

Head of Extension Division -- Librarian IV

Edits bulletin of the Extension Division

A study of the para-professional (present Librarian I) and other non-professional staff should be undertaken. It may be that the library needs to realign staff and add high level clerical staff, thus releasing the present professional staff for more productive work.

STATE LIBRARY ORGANIZATION

No matter what the conclusions are of the present study of Indiana library resources and needs, it is obvious that the development of better library service in the state will require a strong state library able to provide leadership in coordinating and improving library service to public, school and academic libraries. It is also inescapable that the Indiana State Library is and will continue to be the agency responsible for information services to state government, for management of state archives, state and federal documents and historical materials. It is also obvious that the Indiana State Library has some extensive and distinguished collections in genealogy, Indiana history and government which will continue to need to be maintained and used to backstop the library resources of the state. A teletype network to facilitate the sharing of resources by the State Library, the major university libraries and the public libraries of the state is already operative. The interloan functions of the library are almost certain to gain in importance. It does not seem premature, therefore, to recommend that the State Library be restructured to meet its three obvious roles:

1) the development and coordination of libraries throughout the state,

2) information services to state government, and

3) maintenance of a resource center.

To support all units of the library, an Administrative Services Division might be created with responsibility for budget and finance, shipping and building maintenance, personnel, editing and public information, and research and planning. Increasingly, the role of state libraries in planning for coordinated development of all kinds of library service is a vital one.

If this structure is adopted, the State Library staff should be strengthened by the addition of the following positions:

1 Librarian V to head the Indiana Resource Center

1 Librarian IV to head Service to State Government

1 Librarian III to coordinate research and planning

5 Librarian I positions to strengthen services to state government and the Indiana Resource Center.

Further strengthening of the professional staff should wait upon an analysis of the non-professional staff.

BUDGET

To implement the recommendations on salary and personnel detailed above would require an annual budget increase of approximately $120,000.

1.	Salary adjustments -- raise 28 positions $1500 and State Librarian $2500	$ 44,500
2.	Reclassification of Heads of Reference and Indiana	1,920
3.	Addition of 1 Librarian V at $11,340, 1 Librarian IV at $10,500, and 1 Librarian III at $9,780	31,620
4.	Addition of 5 Librarians I at $7,780	38,900
	Total	$116,940

Funds for fringe benefits, telephones, supplies, clerical support, etc., would need to be added to this budget.

RECOMMENDATIONS FOR FUTURE STUDY

In subsequent phases of the Indiana Library Studies, the following studies should be undertaken, either by the State Library staff or by an outside agency:

1) an analysis of the State Library's non-professional and para-professional staffing patterns and salary structure to guarantee optimum utilization of all personnel;
2) a study of the information needs of Indiana state government and present information resources within state agencies to develop a plan of action for improved service;
3) a study of the management of state documents leading to a plan of action for their organization, bibliographic control, exchange and dissemination;
4) a study of the relationships and possible overlap between the functions of the State Library and the Historical Bureau;
5) a study of the need for a structure within the State Library to coordinate library resources and services in the public, school and academic libraries of the state;
6) a study of the housing needs of the State Library.

SUMMARY OF RECOMMENDATIONS

I. Salaries for all professional staff should be raised by $1,500 per year. A new Librarian I classification should be added, requiring a Master's degree from an accredited library school and no experience. The salary structure of the present Librarian I classification, a para-professional grade requiring a B.A. degree and some library credits, should be reconsidered later in a study of the non-professional personnel structure of the Indiana State Library. Present professional salaries in all grades are massively out of line with other library salaries in Indiana, in the midwest and in other state libraries of the nation, as is documented in the foregoing material. The recommended salary structure is as follows:

Librarian I (M.L.S., no experience)	$ 7,780 - 8,260
Librarian II (M.L.S., 2 years experience)	8,700 - 10,500
Librarian III (M.L.S., 5 years experience)	9,780 - 11,820
Librarian IV (M.L.S., 8 years experience or 3 years administrative)	10,500 - 12,780
Librarian V (M.L.S., 8 years supervisory experience)	11,340 - 14,800
State Librarian	15,500

Since library salaries continue to rise rapidly, the above recommendations will need continuous review.

II. Heads of the major reference departments, Reference and Indiana, should be reclassified to the Librarian IV position. These positions carry responsibility for major collections and services of the library, and require a high level of professional skill and judgment, as well as ability to supervise a relatively large professional and non-professional staff. (These positions are presently on the same level as the field consultants who require an equally high level of professional skill and experience, but bear no supervisory responsibilities.)

III. A study should be undertaken of the adequacy of the supporting clerical, specialists and para-professional staff of the library. There is some evidence in the job descriptions submitted by the professional staff that a stronger supporting staff might result in a better utilization of the present professional librarians who are in such short supply on the staff.

IV. Consideration should be given to restructuring the State Library to strengthen its services to state government and the availability of its resources to all the citizens of the state. No matter what the conclusion will be of the present study of Indiana library resources and needs, it is obvious that Indiana will increasingly need a strong State Library able to provide three essential services:

A. Information services to state government, including the management of archives and state documents, legislative

reference, library services to inmates and staff of state institutions, and the organization of materials and information for state departments.

B. Leadership and technical advice in coordinating and improving service in public, school and academic libraries of the state and in the administration of federal aid to libraries.

C. Maintenance and development of the distinguished collections of the library in genealogy, Indiana history, documents and general reference, as a resource for all the libraries of the state and for state government.

In contrast to the ten divisions now operating under the library director, the library might be reorganized into three major divisions, plus an administrative unit, as follows (see chart on following page).

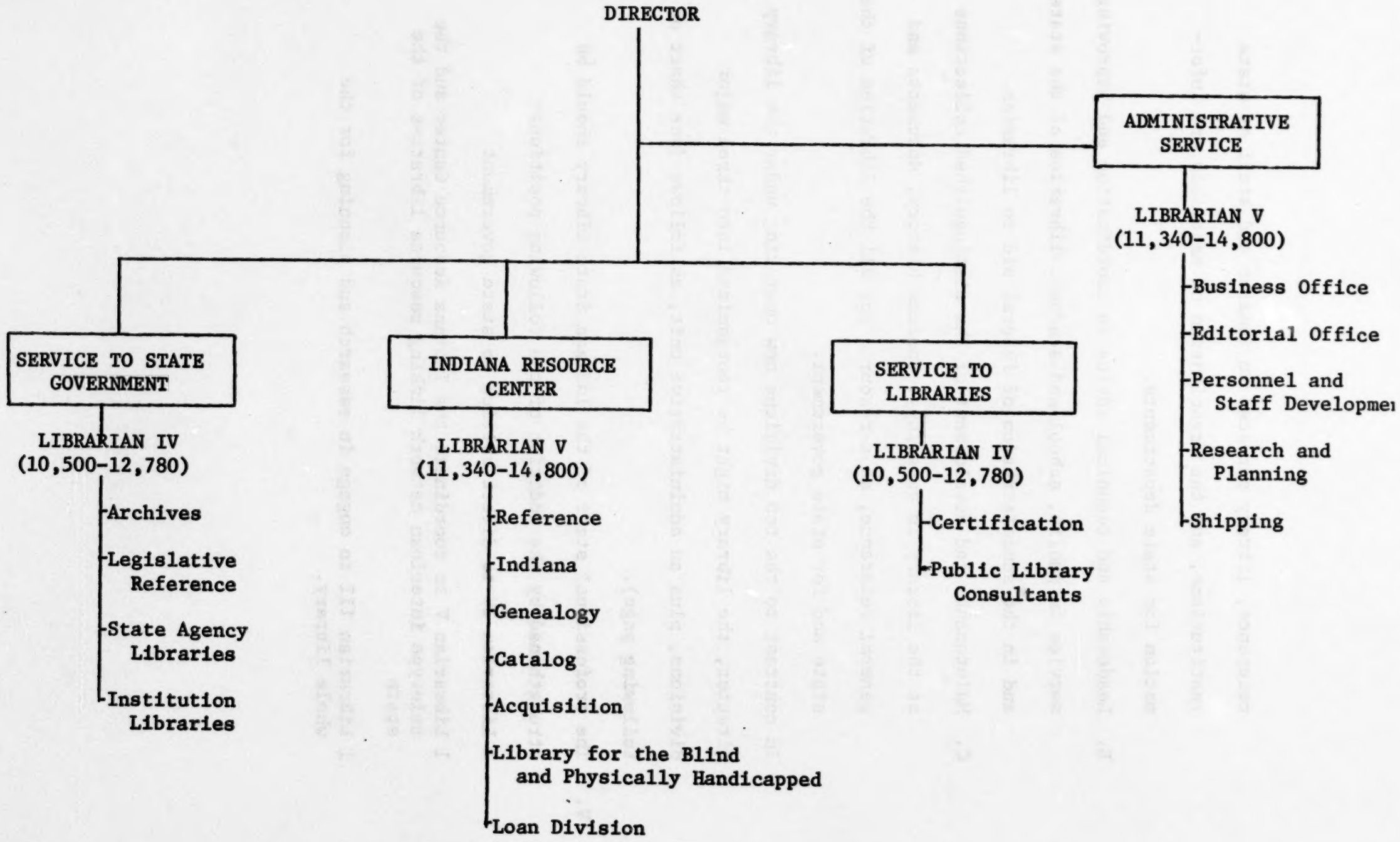
V. The professional staff of the Indiana State Library should be strengthened by the addition of the following positions:

1 Librarian IV to direct service to state government

1 Librarian V to coordinate the Indiana Resource Center and the teletype interloan network linking resource libraries of the state

1 Librarian III to engage in research and planning for the whole library.

INDIANA STATE LIBRARY
RECOMMENDED ORGANIZATION



SALARY DATA - MAY, 1968

PROFESSIONAL POSITIONS - STATE LIBRARIES

State	State Rank Population	State Rank Income	Director	Assistant Director	Head of Extension
California	2	8	$19,512	$13,860-16,860	$
Illinois	4	5			10,980-15,300
Indiana	11	14	13,000	9,840-13,300	9,000-11,280
Kentucky					
Michigan	7	11	17,478-21,570	13,545-17,501	12,444-15,787
Minnesota			11,400-16,224		9,724-13,872
New Jersey	8	6	19,916		11,431-14,836
New York	1	6	25,067		18,320-21,550
Ohio	5	16	15,600-21,112		14,352-19,240
Pennsylvania	3	17	15,387-20,629		12,075-16,170
Wisconsin			15,156-19,716		
Missouri	13	15	15,000	10,000-13,000	

SALARY DATA - MAY, 1968

PROFESSIONAL POSITIONS - STATE LIBRARIES

State	Consultant	Head of Reference	Reference or Catalog Assistant	Beginning Librarian
California	$11,400-13,680	$ 9,396-11,400	$ 7,368-8,952	$7,008-7,728
Illinois	9,420-14,300		6,840-9,576	
Indiana	8,280-10,320	8,280-10,320	7,200-9,000	
Kentucky	8,520-10,344		7,716-9,384	6,996-8,840
Michigan	10,334-14,490	12,444-15,787	8,140-11,964	8,019-
Minnesota	8,664-12,226			7,692-10,128
New Jersey	10,369-13,477	10,369-13,477	7,737-11,645	7,002-8,274
New York	10,220-18,560	11,985-14,390	9,200-11,140	7,662-8,950
Ohio	9,984-13,416	10,400-14,040	7,176-9,776	7,176
Pennsylvania	9,454-14,657	10,954-14,657	8,580-11,501	7,055-9,454
Wisconsin	9,960-15,456	8,484-11,004	7,812-10,152	7,200-9,420
Missouri	8,500-10,000	8,500-10,000	7,500-8,500	6,800-7,500

SALARY DATA - MAY, 1968

COMPARABLE PROFESSIONAL POSITIONS -- PUBLIC LIBRARIES IN INDIANA SERVING OVER 100,000

Library*	Director	Assistant Director	Coordinator	Head of Reference Department	General Assistant	Beginning Librarians
Indianapolis & Marion County	$19,350	$13,000	$9,030-11,094	$8,191-9,933	$6,643-8,772	$6,643
Fort Wayne	19,000	12,900	10,980	7,500-9,900	6,480-8,220	6,480
Lake County	17,500	11,500-13,500	9,173-11,151		6,846-9,632	6,846
Gary	17,000	8,880-13,380	8,580-12,180	8,190-11,340	7,300-10,300	7,300
South Band	16,400	12,600	8,520-10,860	7,740-9,840	6,660-8,520	6,660
Hammond	15,000		9,830-11,030	7,404-8,604	6,600-9,120	6,600
Terre Haute	14,500				6,710-11,590	6,710
Evansville	12,000	8,110-10,210	7,510-9,190	7,000-8,680	6,060-7,530	6,060

* Arranged in descending order of Director's salary.

SALARY DATA - MAY, 1968

COMPARABLE PROFESSIONAL POSITIONS -- ACADEMIC LIBRARIES

Library	Director	Assistant Director	Head of Reference Department	Reference, Catalog Assistants	Beginning Librarians
Butler University	"No absolute classification and pay program"				
Indiana University			$10,000-15,000	$7,500-9,000	$7,000-7,500
Indiana State University			10,000-13,000	9,500-11,000	8,000-9,450
Notre Dame	$9,700-open		8,000-9,500	7,500-7,800	6,800-7,200
Purdue	25,000	$19,500	9,300-15,000	7,400-11,100	7,500

LIBRARIAN II - UTILIZATION

TOTAL POSITIONS: 14 TOTAL FILLED: 11 VACANT: 3

Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Head, Div. for the Blind & Physically Handicapped	--	8	Blind & Physically Handicapped	State Librarian	Administers library service to blind & physically handicapped under Title IV-B, LSCA.
Acting Head Archives (Formerly Ass't. Archivist)	2	8	Archives	(Head, Archives)	As assistant archivist -- reference & research in archives; maintain indexes, assist secretary of state with newspapers & military records, etc.
V* Head, Loan Division			Loan Division	State Librarian	Supervises circulation activities of library--fills requests, takes care of mailing, records, etc.
V* Cataloger, Indiana non-serials	--	1 (part time)	Catalog	Head, Catalog	Original cataloging of Indiana material. Compiles list of Indiana documents.
Cataloger	--	1 (part time)	Catalog	Head, Catalog	Classification & cataloging of general material, archives & genealogy.

V* stands for vacant position.

LIBRARIAN II -- UTILIZATION

Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Serials Librarian	--	2	Catalog	Head, Catalog	Acquisition, cataloging all serials including state, federal, outstate & foreign documents.
V* Cataloger-- State & Federal documents	--	1 (part time)	Catalog	Head, Catalog	Cataloging & processng all federal & state documents, non-serial
Reference Librarian	--	--	Indiana	Head, Indiana	Index two Indianapolis newspapers, provide reference service to scholars, students, libraries
Reference Librarian	--	--	Indiana	Head, Indiana	Answer reference questions for writers, legislators, state employees, librarians; make bibliographies, maintain indexes
Manuscript Librarian	--	--	Indiana	Head, Indiana	Selecting, cataloging, processing manuscripts. Assisting scholars using these primary sources for research.
Assistant, Reference	--	--	Reference	Head, Reference	Answer reference requests from other libraries & state officials
Reference Assistant	--	--	Reference	Head, Reference	Same as above
Assistant, Reference Div.	--	--	Reference	Head, Reference	Same as above. Also research in government documents & laws. Makes bibliographic search for materials not in State Library.

LIBRARIAN II -- UTILIZATION

Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Reference Assistant	--	--	Reference	Head, Reference	Reference and research to fill mail and TWX requests from public and school libraries, state officials and special libraries in the city. Index pamphlet file. Inter-library loan.

LIBRARIAN III -- UTILIZATION

TOTAL POSITIONS: 11 TOTAL FILLED: 7 TOTAL VACANT: 4

Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Head, Reference	5	2	Reference	Director	Administer general reference service of library; back up service to libraries of all kinds & state agencies.
Head, Indiana	4	4	Indiana	Director	Directs unique collection of material on state history; selects material including manuscripts, solicits gifts, directs Ind. document control, works with scholars, advises other libraries in state on collection and care of Indiana material.
Field Representative, Historical Division --	--	--	Indiana	Head, Indiana	Contacts prospective donors of manuscripts & other rare materials on Indiana; builds unique oral history collection. Microfilms material owned by other libraries.
V* Field Consultant	--	--	Extension	Head, Consultant Division	Adviser to public librarians and board members; administers film collection on libraries.
Field Consultant	--	--	Extension	Head, Extension	Consults with public librarians and boards on administrative and technical problems.

* V stands for vacant position.

LIBRARIAN III - UTILIZATION

Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Consultant, LSCA Titles II,III,IVA,B	--	--	Extension	Head, Extension	Administers construction program; works with librarians, boards, architects, contractors, federal officials; prepares state plans for Title III, IVA, IVB; works with advisory councils
Head, Genealogy V*	2	4	Genealogy	State Librarian	Administers genealogy collection & services. Supervises reference work for scholars & other libraries; supervises genealogy section of Indianapolis P.L.; talks to groups throughout the state.
Head, Catalog	4	5	Catalog	State Librarian	Organization & processing of all materials coming into library.
Acquisition Librarian V*	--	--	Acquisition	State Librarian	Select general loan materials; coordinate acquisition activities of special subject fields; anticipate demands of state government, institutions, libraries. Budget control
Institutional Consultant V*	--	--	Extension	Head, Extension	Directs development of institutional library service; works with heads of state institutions conducting inservice training of institutional library staff; establishes standards.
LSCA Title I Consultant V*	--	--	Extension	Head, Extension	Administers Title I projects for public library development throughout state; liaison with Career Consultants & Certification & Placement Office; overall supervision of teletype network of 22 public libraries, 4 state universities, IU Med. Center & Bureau of Public Discussion.

LIBRARIAN IV - UTILIZATION

TOTAL POSITIONS: 2 TOTAL FILLED: 1 VACANT: 1 (FROM ILLNESS)

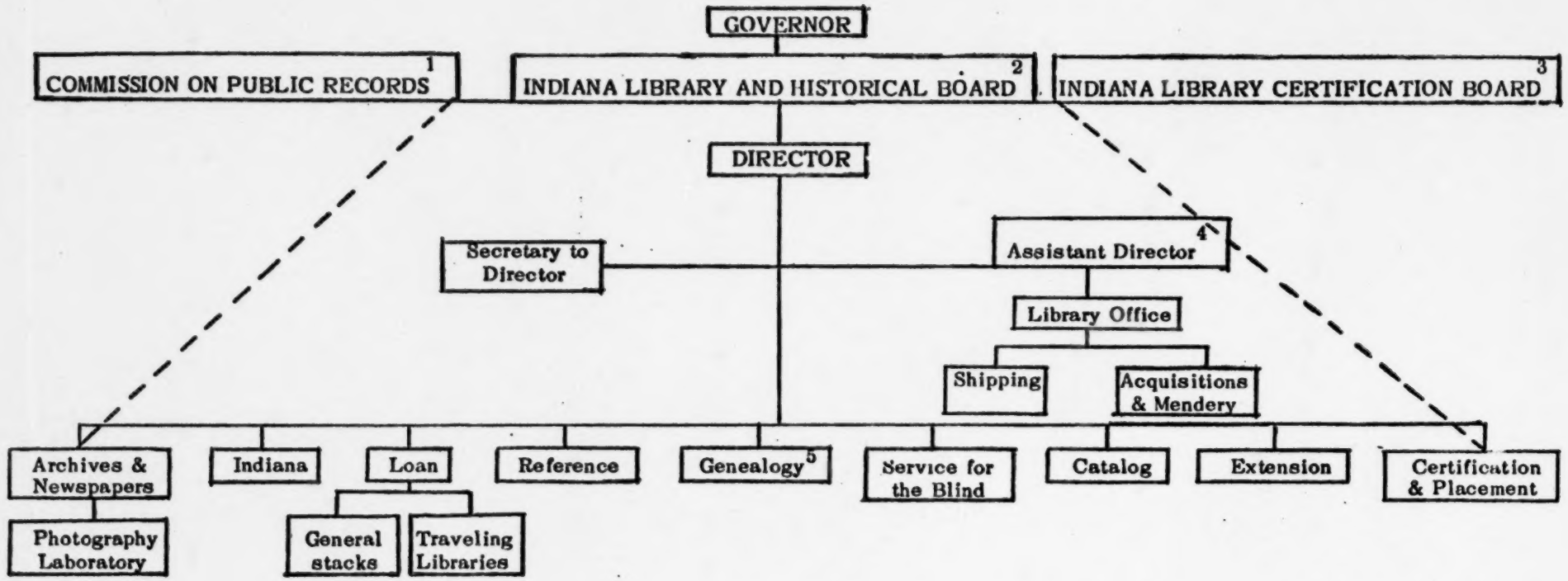
Position	Prof. Staff Supervised	Clerical Staff Supervised	Division	Supervisor	Responsibility
Head, Extension V*	2	4	Extension	State Librarian	Public library development under LSCA. Supervises field consultants.
State Archivist (ill for several months)	2	8	Archives	State Librarian	Administers & supervises state archives, newspaper section & photographic laboratory.

LIBRARIAN V -- UTILIZATION

Assistant Director	--	6	Administration	State Librarian	Administers personnel, budget & finance, and building maintenance. Acts as deputy for State Librarian.

* V stands for vacant position.

Organization Chart
INDIANA STATE LIBRARY



1 5 members: the Governor; Secretary of State; State Examiner of the State Board of Accounts; Director, Indiana Historical Bureau; and Director, Indiana State Library, who is the Secretary.

2 5 members appointed by the Governor, 4 of whom are on the recommendation, respectively, of the Indiana Library Association, Indiana Library Trustees Association, Indiana Historical Society, and the Indiana State Board of Education. Term of office is 4 years.

3 3 members: the Director, Indiana State Library, who is the Executive Secretary, and 2 members appointed by the Governor on the recommendation, respectively, of the Indiana Library Association, and of the Indiana Library Trustees Association.

4 Responsible for Personnel, Building and Equipment, Maintenance, Budget Preparation and Fiscal Administration, and Public Relations in addition to his duties as assistant to the Director.

5 The Genealogy Division contains the Darrach Memorial Library of the Indianapolis Public Library and is maintained jointly as the Genealogy Department of that library.

Note: The INDIANA HISTORICAL BUREAU, the State's agency for publishing materials and promoting activities in the field of Indiana history, is a separate but coordinate agency with the State Library under the same Board and housed in the same building. The Bureau serves as headquarters of the Indiana Historical Society, which maintains a library, also open to the public, in the library building and works in close cooperation with the State Library.

April, 1963

The Indiana Library Studies

The Indiana Library Studies represent the first statewide exploration of Indiana libraries of all types and of the library and information needs of Indiana's citizens. A federally funded research project of the Indiana State Library, the Studies are directed by Dr. Peter Hiatt, Consultant to the Indiana State Library and Associate Professor of Indiana University's Graduate Library School. Guidance for the project and advice on the reports have been provided by the Indiana Library Studies Advisory Committee:

Harriet E. Bard and Ralph Van Handel
Indiana Library Association

Anthony Cefali and Ray Fetterly
Indiana Library Trustees Association

Georgia Cole and Estella Reed
Indiana School Librarians Association

John H. Moriarty and Donald E. Thompson
College and University Roundtable of the Indiana Library Association

William H. Richardson and Ralph Simon
Indiana Chapter of the Special Libraries Association

Marcelle Foote, Director
Indiana State Library

This report has been submitted to the following:

Indiana Library and Historical Board
Indiana Library Association
Indiana Library Trustees Association
Indiana School Librarians Association
College and University Roundtable of the Indiana Library Association
Special Libraries Association, Indiana Chapter

Cover design by Michael Smith